



# Request for Pre-Application Conference

## BUREAU OF WATER SUPPLY

This request is submitted as recommended by the *Rules and Regulations for the Protection from Contamination, Degradation and Pollution of the NYC Water Supply and its Sources* in anticipation of submission of an application(s) for a regulated activity. New York City Department of

Environmental Protection (DEP) will require "As-Builts" for all regulated activities approved by DEP.

**Applicant Information:** Check One ☐ Owner ☐ Prospective Owner ☐ Owner's Representative

Name: \_\_\_\_\_, Telephone: (\_\_\_\_) \_\_\_\_ -- \_\_\_\_\_

Address: \_\_\_\_\_, Email: \_\_\_\_\_

Designated Representative (if other than applicant): Steele Brook Eng Telephone: (607) 746-2400

Email: ed@steelebrook.net

**Site Information:** Town: \_\_\_\_\_, County: \_\_\_\_\_, Reservoir Basin: \_\_\_\_\_

Tax Map Number: Section: \_\_\_\_\_, Block: \_\_\_\_\_, Lot: \_\_\_\_\_, Subdivision Name: \_\_\_\_\_

Street Address (fire#/road): \_\_\_\_\_. Are there any unfenced or loose animals on site which

DEP employees may encounter on a site visit, if so please describe: \_\_\_\_\_

**Activity Information:**

☐ Residential ☐ Number of Residential Units ☐ Number of Lots ☐ Number of Bedrooms Total

☐ Septic Tank Replacement (only) ☐ Commercial:

Describe proposed project: \_\_\_\_\_

Is there a stream, watercourse or wetland in the vicinity to the proposed construction (Circle One) Y or N

If Yes, then approximate distance from the construction site: \_\_\_\_\_ Feet or Yards (Check One)

If Yes to Wetlands: Check which type: NYSDEC regulated ☐ ACOE regulated ☐ Locally regulated ☐

Approximate Land Disturbance; Size \_\_\_\_\_ Acres or Square Feet (Check One)

New Impervious surface over 40,000 SF; Size \_\_\_\_\_ Acres or Square Feet (Check One)

**Anticipated DEP approvals: (check any that may apply)**

☐ Commercial SSTS ☐ Residential SSTS ☐ SSTS Repair ☐ SSTS Alteration/Modification ☐ SWPPP

☐ IRSP ☐ CPDP ☐ WWTP ☐ Sewer Connection/Collection System ☐ Variance ☐ Other

**I request that DEP contact the designated representative to schedule (check one or more, as applicable):**

☐ Preliminary Site Walk ☐ Watercourse Determination ☐ Pre-application Conference to discuss Proposal

I request that DEP staff be present at the above referenced site to witness soil testing to be conducted on: Date: \_\_\_\_\_  
at Time: \_\_\_\_\_. (Seven (7) days' written notice is required)

I understand that DEP will contact me or my Representative to schedule such conference, and that DEP may also request further information regarding my proposed activity. I also understand that this is in no way an Approval Determination. Verbal statements will not be construed as permission to commence construction.

**Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Return To: DEP- Regulatory & Engineering Programs: 71 Smith Avenue, Kingston, NY 12401, Fax 845-338-1371; or  
465 Columbus Ave, Valhalla, NY 10595, Fax 914-773-0343; or 20 NYC Highway 30A, Downsville, NY 13755, Fax 607-363-7014;  
or P.O. Box 565, Grand Gorge, NY 12434, Fax 607-588-6660; or P.O. Box 358, Grahamsville, NY, 12740, Fax 845-334-7175  
Rev 5/13/11